

**CITY OF MILPITAS
RECYCLING AND SOURCE REDUCTION
ADVISORY COMMISSION MEETING
JULY 25, 2006 7:00 P.M.
MILPITAS COMMUNITY CENTER
457 E. CALAVERAS BLVD, MILPITAS CA 95035
ROOMS 7 & 8**

I. ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE MINUTES: April 25, 2006 (Regular Session) and May 19, 2006 (Special Session)

IV. PUBLIC FORUM

Members of the audience are invited to address the Recycling and Source Reduction Advisory Commission on any subject not on tonight's agenda. Speakers must state their name and address for the Secretary's record, and limit their remarks to under three minutes. As an item not on the agenda, no response is required of City staff or the Commission; however, the Commission may place the item on the agenda for a future meeting.

V. ANNOUNCEMENTS

- NEW COMMISSIONER INTRODUCTION

VI. APPROVAL OF AGENDA

VII. OLD BUSINESS

1. OPEN GOVERNMENT TRAINING
2. SOLID WASTE AUDIT SUMMARY
3. 2006 NEIGHBORHOOD CLEAN-UP EVENT SUMMARY

VIII. NEW BUSINESS

1. 32-GALLON RECYCLING CART OPTION
2. FOOD WASTE PROGRAM
3. COMMISSION TERMS
4. MEETING SCHEDULE DISCUSSION

IX. STAFF ACTIVITIES

1. SOLID WASTE DIVERSION ACTIVITIES

X. ROUNDTABLE / ANNOUNCEMENTS

- RECYCLERY TOUR
- JULY 4TH PARADE SUMMARY

XI. FUTURE AGENDA ITEMS

XII. ADJOURNMENT

VII. OLD BUSINESS

1. OPEN GOVERNMENT TRAINING

BACKGROUND: Annual training concerning the City's Open Government Ordinance 262.1 is required of all City councilmembers, boardmembers and commissioners serving the City. The training consists of watching a video and reading Ordinance 262.1. A declaration form, certifying that the training has been completed, must be signed and returned to a City staff contact. These declarations are filed by the City Clerk and maintained as a public record. A training session was conducted at the previous RSRAC meeting. For those who have not yet completed their training, the following information is provided:

1. A copy of the video will also be available at the City Clerk's office to borrow and view at City Hall.
2. One (1) copy of the ordinance is available on the City's website: www.ci.milpitas.ca.gov or may be e-mailed upon request.
3. Declarations may be e-mailed to requestors for their signature and submittal to City staff.

RECOMMENDATION: Discuss as needed. Note receipt and file.

2. SOLID WASTE AUDIT UPDATE

BACKGROUND: An audit of Allied Waste Services (Allied) franchise fee records for calendar years 2002, 2003, and 2004 was completed as scheduled. Twenty-seven commercial accounts were reviewed to verify that the rates being charged match the level of service being provided with corrections being made to one account. In addition, a review of accounts located along the City's perimeter were checked to verify they were included in the Milpitas service area. Overall, it was concluded that the accounting system is accurately accumulating, processing, and summarizing source information found in the monthly reports. A few adjustments have been recommended: \$2,766.89 to City due to recalculation of unit-based rates using appropriate rate schedules; \$5,381.91 to City due to recalculation of number of multi-unit dwellings; and \$6,607.66 to Allied Waste due to overpayment of franchise fees. Allied and City staff have coordinated efforts to address the issue of reimbursement.

RECOMMENDATION: Discuss as needed. Note receipt and file.

3. 2006 NEIGHBORHOOD CLEAN-UP EVENT SUMMARY

BACKGROUND: The second annual neighborhood clean-up events were successfully conducted at various park and school parking lots located throughout the City. There were a total of (10) events occurring on April 8 & 22, May 13 and June 10. The events attracted 515 participants, collected 43.82 tons of recyclables and 46.55 tons of trash. Comparatively, the 2005 neighborhood clean-up events attracted 542 participants, collected 17.62 tons of clean wood & metal and 35.7 tons of garbage.

RECOMMENDATION: Discuss as needed. Note receipt and file.

VIII. NEW BUSINESS

1. 32-GALLON RECYCLING CART OPTION

BACKGROUND: The single-stream recycling program began on March 13, 2006. The program involved conversion from a three-tub system to a single, wheeled cart. This improved service by enabling recyclables to be collected in one container without the need to separate each item by material type. As part of the program, recycling carts were provided in size options of 96 or 64-gallon.

Since the program's implementation, there have been some inquiries from customers in high-density residential and mobile home areas and senior-rate households for smaller-sized containers that could be handled and stored more easily. Based upon these requests, Allied Waste Services (Allied) offered to make available upon request at no additional cost to the city, a limited number of 32-gallon carts to address these inquiries.

At the May 16, 2006 meeting, Council approved distribution of 32-gallon carts for residents in high-density developments, mobile home parks and senior-rate customers, upon request. Allied and City staff are developing outreach materials for selected sites.

RECOMMENDATION: Discuss as needed. Note receipt and file

1. FOOD WASTE PROGRAM

BACKGROUND: Allied Waste Services (Allied) provides waste disposal services, including collection and processing services for the City's solid waste and recycling needs, and residential yard trimmings as specified in agreements with the City. Upon customer request, the City and Allied wish to expand services to include a pilot commercial food waste program. The program will collect food scraps from the customer's site and recycle it into compostable material. It will be limited to (1) participant. A new solid rate, which must be established to add the pilot program to the existing solid waste collection rate (shown below), is scheduled for approval at the August 1, 2006 Council session.

Milpitas Commercial Food Waste Rates

Bin Rental (1)	Times/Week	1-cubic yard (CY)	1.5-CY	2-CY	3-CY
\$13.60 – 1 cy	1 x week	\$105.20	\$141.26	\$177.34	\$258.48
\$13.60 – 1.5 cy	2 x week	\$193.98	\$273.37	\$346.39	\$510.77
\$13.60 – 2 cy	3 x week	\$273.48	\$378.27	\$502.79	\$745.33
\$18.11 – 3cy	4 x week	\$346.39	\$493.18	\$659.11	\$979.89
	5 x week	\$424.58	\$608.05	\$815.48	\$1214.44
	6 x week	\$502.79	\$722.90	\$971.90	\$1448.98
	Extra Pickup	\$62.60	\$73.24	\$86.33	\$110.05

RECOMMENDATION: Discuss as needed. Note receipt and file.

2. COMMISSION TERMS

BACKGROUND: Terms for commissioners Keith Walker, Romy Dizon, and John Cimino (alternate) will expire by the end of October 2006. Section three of the Recycling and Source Reduction Advisory Commission By-Laws specifies that the term of office is three years for commissioners and two years for alternates. Term lengths are contingent upon reappointment or appointment of a successor. Members may apply for reappointment by submitting a letter or e-mail of interest to the Mayor with a copy to the Commission Chair or with a voicemail message. Members who do not wish to continue serving in their capacity should still submit notifications to the appropriate individuals. A copies of the commission by-laws and directory are included in the agenda packet.

RECOMMENDATION: Discuss as needed. Note receipt and file.

3. MEETING SCHEDULE DISCUSSION

BACKGROUND: At the July 22, 2003 meeting, the commission voted to increase the number of meetings from bi-annual to quarterly to address the 2002 diversion rate (47%) that was below the State-mandated goal. The meeting schedule had previously been based upon meeting the 50% diversion requirement. A new base year study for 2003 demonstrated that the diversion rate was 54%. Additionally, the 2004 diversion rate remained above the goal at 54%. Milpitas diversion rates have exceeded the State-mandated goal for the previous consecutive years. With the increase in new programs, such as single-stream recycling, diversion rates are expected to reflect positively. It is recommended that the meeting schedule be moved to a bi-annual schedule. Attached for review and discussion are the proposed by-laws.

RECOMMENDATION: Discuss as needed. Approve motion to meet biannually and direct staff to submit the proposed by-laws to Council for approval.

IX. STAFF ACTIVITIES

1. SOLID WASTE DIVERSION ACTIVITIES

BACKGROUND: May through July 2006 program work areas include the following:

- Began production of commercial recycling office poster and postcard mailer to promote free desk-side recycling box offer with program sign-up or service increase. Includes updates to customer database.
- Coordinated with Allied to outline methods for desk-side recycling box distribution, including new posters and removable reminder sticker.
- Monitored Allied promotion and implementation of the April 1 compost giveaway event, which distributed 1,340 compost bags to 670 households (two bags per household offered).
- Monitored Allied promotion and implementation of the May 13 and June 10 Neighborhood Clean-up events.
- Participated on County TAC Public Education Sub-committee task group research and plan County-wide source reduction outreach for fiscal year 2006 - 07.
- Distributed door hangers citywide on 6/13/06 and placed advertisements about the 6/24/06 household hazardous waste drop-off event conducted by the County in Milpitas (attached).
- Placed two "E-Waste Recycling Event" advertisements in *The Milpitas Post* provided by Electronics Waste Management, a California Integrated Waste Management Board-certified electronics waste collector, held at San Jose State University on July 21 - 23 (attached). Similar information also appeared on KMLP-TV and www.ci.Milpitas.ca.gov.
- Streetlight banner project and policy approved by City Council on 6/20/06. Next step is banner production, which includes one banner promoting recycling awareness.
- Submitted articles about single stream and yard trims recycling for the Fall edition of the *Milpitas Connection*, the City's recreation services guide.
- Continued participation on City task force regarding code enforcement of solid waste and urban runoff matters on an as needed basis.
- Participated at Technical Advisory Committee meetings.
- Participated at Public Education Subcommittee meetings.
- Participated at Household Hazardous Waste Subcommittee meetings.
- Continued monthly coordination meetings with Allied Waste Services staff, tracked service issues and planning expectations.

RECOMMENDATION: Note receipt and file.

X. ROUNDTABLE / ANNOUNCEMENTS

- RECYCLERY TOUR
- JULY 4TH PARADE SUMMARY

XI. FUTURE AGENDA ITEMS

XII. ADJOURNMENT

**NEXT REGULARLY SCHEDULED COMMISSION MEETING
TUESDAY, OCTOBER 24, 2006 AT 7:00 P.M.**

KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE OPEN GOVERNMENT COMMISSION

at the City Attorney's office at the Milpitas City Hall, 455 E. Calaveras Blvd, Milpitas, CA 95035.

E-mail: rpioroda@ci.milpitas.ca.gov

Fax 408/586-3030

Phone 408/586-3000

A free copy of the Open Government Ordinance is available from the City Clerk's Office or by visiting the City's website www.ci.milpitas.ca.gov Select Open Government Ordinance under News Features

RASRAC July 25, 2006

Agenda Packet Materials

1. Agenda July 25, 2006
2. Unapproved Minutes for April 25 and May 19, 2006.
3. Item #1: Commission Bylaws
4. Item #2: Proposed Commission Bylaws
5. Item #3: Commission Directory
6. Item #4: Household Hazardous Waste Event Doorhanger
7. Item #5: E-Waste Recycling Event Newspaper Advertisement